

August 15, 2017

The Regular Meeting of the Board of School Directors of the Williamsport Area School District of which all members were duly notified and of which due public notice was given as required by Act 84 of 1986, was held on Tuesday evening, August 15, 2017, beginning at 6:05 PM in the Board Room of the District Service Center, 2780 West Fourth Street, Williamsport, Pennsylvania.

The President, Lori A. Baer, called the meeting to order with the following members:

PRESENT: Lori A. Baer, Patrick A. Dixon, Jerene A. Milliken, Jane L. Penman, Nancy Story Somers, Spencer E. Sweeting, Scott R. Williams.

ABSENT: Robin J. Knauth, Jennifer Lake.

OPENING EXERCISES were provided by Mrs. Jerene A. Milliken.

APPROVAL OF MINUTES: None.

President Baer announced that an Executive Session for personnel and attorney advisement was held immediately prior to tonight's meeting.

A motion was made by Mr. Sweeting and seconded by Dr. Penman to approve the agenda and the two addendums.

The motion carried by a unanimous roll call.

BOARD PRESIDENT'S REPORT – Ms. Lori A. Baer

- A. Approve the return of student 15/16-09 to the Williamsport Area School District from an expulsion approved from a quasi-judicial hearing on February 2, 2016. A requirement of the expulsion is that if the student wanted to return to the Williamsport Area School District after the expulsion they would need to apply to the school board for re-admission to the school district.

Committee Reports by Board Members - None

FINANCE REPORT

5.1 Approve the following financial reports:

- A. Treasurer's Report for the month of July 2017

FINANCE REPORT CONT'D:

5.2* Authorize payment of invoices and services rendered by the list submitted and direct the officers of the Board of School Directors to execute the same:

Order Number	Amount	Order Number	Amount
08/15/17	\$736,950.91	08/15/17A	\$30,679.44
08/15/17B	3,262.42	08/15/17C	53,007.80
08/15/17D	17,527.65	08/15/17E	3,208,049.88
08/15/17F	1,248,596.03	08/15/17G	92,333.24

BOARD POLICY – None

CURRICULUM REPORT

- 7.1 Approve eight (8) primary school staff members to conduct two (2) days of kindergarten screenings in August 2017 at the curriculum rate of \$90.00 per day. Costs will be funded through Title I.
- 7.2 Apply for renewal of the Education Leading to Employment and Career Training (ELECT) grant. The agreement is with the River Valley Health and Dental Clinic for carrying out the grant requirements for the 2017-2018 school year. All activities associated with ELECT are funded by the grant.
- 7.3 Approve the purchase of 80 Chromebooks from Firefly Computers of Saint Paul, MN for the Williamsport Area High School. The equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies in the culinary arts, health occupations, and horticulture programs. The total pricing of the systems with accessories is \$20,916.00 and will be funded from Perkins 2017-18 grant money. The quotation was obtained through the state COSTARS program.
- 7.4 Approve ten (10) Jackson Primary School teachers for one half day to work on Advanced Tiers planning of the School Wide Positive Behavior Program at Jackson at the curriculum rate of \$90.00 per day. Costs will be funded through the professional development budget.
- 7.5 Approve two (2) teachers from the Williamsport Area Middle School for one (1) day to work on Advanced Tiers planning of the School Wide Positive Behavior program at the curriculum rate of \$90.00 per day. Costs will be funded through the professional development budget.

PERSONNEL REPORT

8.1 RESIGNATIONS

Accept the following resignation(s), effective on the dates and for the purposes indicated:

8.1 RESIGNATIONS CONT'D:

- A. John C. Blackwell IV, part-time Instruction/Intervention Aide at Curtin Intermediate School, for personal reasons, effective August 7, 2017.
- B. Melissa J. Metzger, part-time Instructional Support Aide at Lycoming Valley Intermediate School, for other employment, effective August 9, 2017.

8.2 FURLOUGHS

- A. Approve the following support staff for furlough effective August 24, 2017:

Full-time Instructional Support Aide/Personal Care Aide with LPN:
Jamie L. Henry

8.3 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Justin T. Marnon*, full-time 5th Grade teacher at Lycoming Valley Intermediate School, for an unpaid leave, effective May 12, 2017, through May 19, 2017.
- B. Megan J. Pryor, full-time Health and Physical Education teacher at Hepburn-Lycoming and Lycoming Valley Schools, for an unpaid child rearing leave, effective for the first semester of the 2017-2018 school term (scheduled dates are August 24, 2017, through January 19, 2018).
- C. Jacquelyn B. Eberhart*, full-time Mathematics teacher at the high school, for an unpaid leave, effective October 3, 2017 through November 17, 2017, and for an unpaid leave on an intermittent basis (as needed) effective November 18, 2017, through June 7, 2018.
- D. Amber L. Landi*, full-time 3rd Grade teacher at Cochran Primary School, for an unpaid leave, effective August 31, 2017, through November 22, 2017.
- E. Heather E. Way*, full-time School Social Worker at the high school, for an unpaid leave, effective August 31, 2017, through November 22, 2017.

8.4* ELECTION OF STAFF

Elect the following staff, for the purpose and on the date indicated:

- A. Amy E. Wolfhope-Briggs to be currently assigned as Secondary Special Education Coordinator (225 day) for the District, effective date to be determined, at a salary rate of \$85,000, prorated, and benefits as provided in the Act 93 Administrative Compensation Plan (replacing Roger Freed, transferred).

8.4* ELECTION OF STAFF CONT'D:

- B. Revision: Emily Murray, as a temporary professional employee, effective with the 2017-2018 school term (tentative date is August 24, 2017), to be currently assigned to teach 4th Grade at ~~Jackson Primary~~ Curtin Intermediate School, at a salary rate of Step 1, bachelor's, at the 2017-2018 school year contract salary rate (replacing Veronica Hine, transferred). Ms. Murray will also be scheduled to participate in Induction Program activities before the start of the 2017-2018 school term.

- C. Withdrew acceptance due to employment elsewhere: ~~Kristin M. Burkholder as a long-term substitute teacher effective for the first semester of the 2017-2018 school year (scheduled dates of August 24, 2017, through January 19, 2018) unless terminated sooner, to teach Health & Physical Education at Hepburn-Lycoming Primary and Lycoming Valley Intermediate Schools, at a prorated salary rate of Step 1, bachelor's at the 2017-2018 school year contract salary rate (replacing Megan Pryor, on leave). Ms. Burkholder will also be scheduled to participate in Induction Program activities before the start of the 2017-2018 school term.~~

- D. The following persons to the positions indicated for the 2017-2018 school year at the rates in accordance with the Agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association (all stipends at contracted rates) [pending completion of all appropriate paperwork*]:

<u>WAHS Position</u>	<u>Teacher</u>	<u>Stipend</u>
Marching Band Director	Todd L. Kendall	\$8,858
Marching Band Assistant Director	Laura C. Garside	\$4,429
Percussion Coordinator	Marc R. Garside	\$3,200
Color Guard Coordinator	Jill D. Reamsnyder	\$2,400
Visual Coordinator	Donna Snyder	\$2,040
Wind Coordinator	Jeffrey P. Smith	\$1,920
++Wind Technician	TBD	
++Color Guard Technician	Theresa T. Kendall	\$ 800
++Battery Percussion Instructor	TBD	
++Front Ensemble Percussion Instructor	TBD	
++Percussion Technician	TBD	
Strolling Strings	Matthew A. Radspinner	\$3,600
++Booster Funded Positions		

- E. The entire District teaching staff, substitute teachers, and BLaST teachers assigned to our buildings as homebound instructors for the 2017-2018 school year, subject to assignment by the Superintendent of Schools, as the needs of the service require, at the rate of \$31.92 per hour for the actual number of hours worked.

8.4* ELECTION OF STAFF CONT'D:

- F. The following as an event staff person, with a base wage rate of \$10.00 per hour, for the actual number of hours worked, effective August 16, 2017:

Charles J. Artman, Sr.

- G. The following person(s) as non-certified substitute teacher(s) with receipt of an emergency permit, subject to assignment by the Superintendent of Schools, at the salary and/or rates as established by Board policy (\$90 per day for first 45 days; \$110 per day for days beyond the 45th day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked during the 2017-2018 school year:

Kathleen M. Carey	Elizabeth A. Manetta	Gretchen P. Carpenter
Kristina J. Miosi	Gwen L. Cebulka	Leigh M. Rosenow
Elizabeth A. Haldeman	Christina M. Staccone	Vance Jackson
Jenny G. Kerns		

- H. The following substitute administrative support/aide(s), subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (\$9.00/hr.; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Caleb E. Getty (pending receipt of all necessary information)

- I. Caitlin A. Costa as a temporary professional employee, effective with the 2017-2018 school term (tentative date is August 24, 2017), to be currently assigned to teach English (7th Grade) at the middle school, at a salary rate of Step 1, bachelor's, at the 2017-2018 school year contract salary rate (replacing Melissa Mix, resigned). Ms. Costa will also be scheduled to participate in Induction Program activities before the start of the 2017-2018 school term.
- J. Conrad Shank as a temporary professional employee, effective with the 2017-2018 school term (tentative date is August 24, 2017), to be currently assigned to teach Special Education at the high school, at a salary rate of Step 1, bachelor's (+ \$200 for Spec. Ed.) (replacing Jenna Morgan, resigned). Mr. Shank will also be scheduled to participate in Induction Program activities before the start of the 2017-2018 school term.
- K. Lauren L. Walker, as a temporary professional employee, effective with the 2017-2018 school term (tentative date is August 24, 2017), to be currently assigned to teach Special Education (LS) at Lycoming Valley Intermediate School, at a salary rate of Step 1, bachelor's (+ \$200 for Spec. Ed.), at the 2017-2018 school year contract salary rate (replacing Jesse Rowland, transferred; position revised and relocated to Lycoming Valley). Ms. Walker will also be scheduled to participate in Induction Program activities before the start of the 2017-2018 school term.

8.4* ELECTION OF STAFF CONT'D:

- L. Amanda J. Wolfe as a temporary professional employee, effective with the 2017-2018 school term (tentative date is August 24, 2017), to be currently assigned to teach Special Education at the high school, at a salary rate of Step 1, bachelor's (+ \$200 for Spec. Ed.) (replacing Derrick Hicks, transferred). Ms. Wolfe will also be scheduled to participate in Induction Program activities before the start of the 2017-2018 school term.
- M. Jennifer J. Glover-Walker as a long-term substitute teacher effective for the first semester of the 2017-2018 school year (scheduled dates of August 24, 2017, through January 19, 2018) unless terminated sooner, as a School Social Worker/Home and School Visitor at the high school, at a prorated salary rate of Step 1, master's at the 2017-2018 school year contract salary rate (replacing Heather Way, on leave). Ms. Glover-Walker will also be scheduled to participate in Induction Program activities before the start of the 2017-2018 school term.
- N. The following substitute teacher(s), subject to assignment by the Superintendent of Schools, at the salary and/or daily rates as established by Board policy (\$90 per day for first 45 days; \$110 per day for days beyond the 45th day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked:

Aine K. Wright

- O. The following fall sports coaches at the respective schools for the 2017-2018 school year at the salary rate in accordance with the agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association (pending completion of all appropriate paperwork*):

Williamsport Area High School

Football

Varsity Assistant:	Kevin J. Brown (5)	\$4,000
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Williamsport Area Middle School

Football

MS Head Coach– Cherry:	Patrick G. Vollman (5) *	\$3,200
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- P. Dale R. Crans as Supervisor of Maintenance & Facility Operations for the District, effective date to be determined, at a salary of \$70,000, prorated, and benefits as provided in the Act 93 Compensation Plan (replacing Bryan McCaffery, resigned).

8.5* POSITION CHANGES - Approve the following position change(s):

- A. Roger W. Freed, from Secondary Special Education Coordinator (225 day) for the District to be currently assigned to Assistant Principal (205 day) at Jackson Primary School, effective August 14, 2017, at a salary rate of \$76,000 and benefits as provided in the Act 93 Administrative Compensation Plan (replacing Sheila Shull, transferred).
- B. Veronica R. Hine, from full-time 4th Grade teacher at Curtin Intermediate School to be currently assigned to full-time 2nd Grade teacher at Jackson Primary School, at the 2017-2018 school year contract salary rate, effective at the beginning of the 2017-2018 school year - tentative date of August 24, 2017 (replacing Kerri Kotch, resigned).
- C. Colleen J. Samar, from full-time 6th Grade teacher at Lycoming Valley Intermediate School to be currently assigned to full-time Title I Reading Specialist & Elementary Instructional Coach at Lycoming Valley School, at the 2017-18 school year contract salary rate, effective at the beginning of the 2017-18 school year – tentative date of August 24, 2017, pending receipt of Reading Specialist certification (replacing Stephanie Wolfanger, transferred).
- D. Jamie L. Henry, from a full-time Instructional Support Aide/Personal Care Aide with LPN at Stevens Primary School to be currently assigned to a full-time Health Room Technician (185 days, 7 hours per day) at Stevens, Jackson, and the middle school, with a base wage rate at the current 2017-2018 school year contract rate, effective the beginning of the 2017-2018 school year - tentative start date of August 25, 2017 (replacing Victoria Guthrie, retired; Ms. Henry had been furloughed from her previous position).
- E. Renee D. Risbon, from part-time Custodian (2nd shift) at Lycoming Valley Intermediate School to be currently assigned to a full-time Custodian (3rd shift; 250 day, 8 hours per day) at the high school, with a base wage rate at the current 2017-2018 school year contract rate, effective date to be determined (replacing James Crumady, transferred).
- F. Austin W. Reidy, from a part-time Weekend/Holiday Security Guard (1st shift; up to 8 hours per day, Saturdays and Sundays during school year and holidays) at the high school to be currently assigned to a part-time Custodian (2nd shift, 250 days, 5 hours per day) at the high school, with a base wage rate at the current 2017-2018 school year contract rate, effective date to be determined (replacing James Bigelow, resigned).
- G. Victoria L. M. Harman, from a substitute food service worker to be currently assigned to a general food service worker (3 hours daily; 10:30 a.m. – 1:30 p.m.) at Stevens Primary School, with a base wage rate at the current 2017-2018 school year contract rate, effective August 24, 2017 (replacing Christine Heim, transferred).

8.6 CONTRACTED SERVICES

- A. Approve a contract with Conrad Siegel Actuaries to complete, file and mail required 2017 IRS employee and employer tax forms to comply with mandated Affordable Care Act regulations. The proposal also includes assistance in the review of tracking employee data, benefit eligibility and employee premium cost-sharing, as well as filing corrections. The cost of for this service is \$7,900.

8.7 SALARY ADJUSTMENTS

- A. Approve a salary adjustment for James L. Ellis, Principal at Stevens Primary School, to \$92,750 for the period of time from July 1, 2017 through June 30, 2018.
- B. Approve a salary adjustment for Nichole L. Owens, part-time Instructional Support Aide/Behavioral Support (185 day, 5 hr. per day) at the middle school, from the base wage rate for part-time aide without a degree to the base wage rate for part-time aide with a degree based on the current 2017-2018 school year contract rate, effective at the beginning of the 2017-2018 school year.

8.8 COMPENSATION PLANS

- A. Approve the Act 93 Administrative Compensation Plan for July 1, 2017, through June 30, 2019.
- B. Approve the Confidential Administrative Support Personnel Compensation Plan for July 1, 2017, through June 30, 2021.
- C. Approve the new collective bargaining agreement with the Williamsport Area Education Support Personnel effective July 1, 2017, through June 30, 2022.

8.9 OTHER

- A. Approve a full-time Computer Technician position in the Technology Department. The current salary range for this position is \$34,710-\$39,176. This position is requested as a result of re-structuring job responsibilities due to the resignation of a full-time AV Technician, previously responsible for all technician duties affiliated with the high school auditorium.
- B. Authorize the Superintendent to hire candidates to fill teaching vacancies from August 16 through September 5, 2017, as necessary. Candidates will be presented to the board for approval retroactively at the next school board meeting.

PROFESSIONAL DEVELOPMENT

9.1 RELEASED TIME/TRAINING PROGRAMS

Approve released time for staff members to participate in professional development activities in accordance with the Professional Development Plan of the Williamsport Area School District and consider approving training programs. All expenditures proposed are within local, state and federal budget categories approved as noted.

STUDENT/COMMUNITY ACTIVITIES

10.1* Approve the following student trips:

All students must be in compliance with the school's field trip disciplinary requirements in order to participate.

- A. Approximately 200 fifth grade students from Lycoming Valley Intermediate School, accompanied by their teachers and aides, to travel to the Williamsport Area High School on two dates during October 2017 to visit CTE classes and learn about career options. District transportation is requested and will be paid through the elementary curriculum budget.
- B. Approximately 200 fifth grade students from Curtin Intermediate School, accompanied by their teachers and aides, to travel to the Williamsport Area High School on two dates during October 2017 to visit CTE classes and learn about career options. District transportation is requested and will be paid through the elementary curriculum budget.
- C. Approximately 200 fourth grade students from Lycoming Valley Intermediate School, accompanied by their teachers and aides, to travel to the Taber Museum during May 2018 for a guided tour. District transportation is requested and will be paid through the elementary curriculum budget.
- D. Approximately 175 fourth grade students from Curtin Intermediate School, accompanied by their teachers and aides, to travel to the Taber Museum during May 2018 for a guided tour. District transportation is requested and will be paid through the elementary curriculum budget.

10.2 Approve the following request from facility use:

- A. Heart of Williamsport/Susquehanna Greenway Partnership to use the auditorium at Curtin Intermediate School on Wednesday, September 6, 2017, from 5:00 p.m. to 7:30 p.m., to hold a public forum to discuss reconnecting Williamsport citizens to the educational assets, activities and events that take place in and around the city. The Heart of Williamsport/Susquehanna Greenway Partnership is requesting relief of the occupancy fee of \$250.00.

BIDS/CONTRACTS

- 11.1 Approve the quotation from Allison Crane & Rigging of Williamsport, PA to move HVAC equipment from storage to the E Pod Penthouse at Williamsport Area High School at an estimated cost of \$12,000.00. Cost of services is funded by the Capital Reserve Fund.
- 11.2 Approve the bid for classroom furniture at a cost of \$11,535.08 for Williamsport Area Middle School from Tanner Furniture of Harrisburg, PA. The bid was obtained through the state COSTARS program.
- 11.3 Approve the bid for classroom furniture at a cost of \$32,760.12 for Williamsport Area High School from Tanner Furniture of Harrisburg, PA. The bid was obtained through the state COSTARS program.
- 11.4 Approve the bid for classroom furniture at a cost of \$17,107.62 for Curtin Intermediate School from Tanner Furniture of Harrisburg, PA. The bid was obtained through the state COSTARS program.
- 11.5 Approve the bid for classroom furniture at a cost of \$18,740.30 for Lycoming Valley Intermediate School from Tanner Furniture of Harrisburg, PA. The bid was obtained through the state COSTARS program.
- 11.6 Approve the bid for classroom furniture at a cost of \$4,730.99 for Hepburn-Lycoming Primary School from Tanner Furniture of Harrisburg, PA. The bid was obtained through the state COSTARS program.

TAX ITEMS - None

SUPERINTENDENT'S REPORT – Timothy S. Bowers, Ed.D.

We are busy preparing for the beginning of school, including a ton of hiring. Thanked all involved in the hiring process.

Superintendent's Office is handling new teacher induction.

ITEMS FROM BOARD MEMBERS

President Baer thanked the Board Negotiating Team and district employee representatives for working together to prepare the Williamsport Area Education Support Personnel collective bargaining agreement, the Act 93 Administrative Compensation Plan, and the Confidential Administrative Support Personnel Compensation Plan that were approved at tonight's meeting. Dr. Bowers also thanked all involved for their hard work. Robert Emerick, the WAESP President, said that he was pleased with the outcome.

President Baer wished Bryan McCaffery well and thanked him for all he has done for our district.

August 15, 2017

ITEMS FROM BOARD MEMBERS CONT'D:

Mrs. Milliken reported that she will not be able to attend the PASA-PSBA School Leadership Conference in October and will not be able to serve as a voting delegate.

Mr. Sweeting asked if the Millionaire Mobile will be in the Little League parade tomorrow night. Mr. Pardoe responded that it will be.

Mr. Sweeting stated that the diversity of our district is our strength and he appreciates all of the work involved.

Dr. Story Somers thanked Mr. Pardoe and Mr. Zangara for the tour of the CTE programs.

Dr. Story Somers reported that she submitted a nomination form for PSBA's Innovative Teacher Award for Daniel Woleslagle, a Sixth Grade Teacher at Lycoming Valley Intermediate School.

Mrs. Milliken reported that one of our High School students interned at Career Link and the staff were impressed with her work.

President Baer reminded board members that August 24th is the district's Opening In-Service at the High School.

ITEMS FROM PUBLIC – None

President Baer announced that an Executive Session for personnel and attorney advisement would be held after the board meeting.

Upon motion made by Dr. Penman, seconded by Mrs. Milliken and carried the meeting adjourned at 6:26 PM.

Jeffrey L. Richards, Board Secretary